**Nutley Memorial Trust CIO**

**Vacancy for ‘Live-In’ Village Hall Caretaker**

**Job Summary**

POST TITLE: Live in Caretaker

PLACE OF WORK: Nutley War Memorial Hall, High Street, Nutley,TN22 3NE

DUTIES: includes opening and closing the Hall, general security, cleaning, taking new bookings, setting up the Hall to suit bookings, arranging essential repairs and maintenance.

ACCOMODATION PROVIDED : 2 bedroomed house with garden – Rent £600 per month + Council Tax. All other heating and utility bills paid for by the Trust.

HOURS OF WORK: 18 hours per week worked flexibly throughout the week.

PAY: £ 12.21 per hour

HOLIDAYS: 72 hours per year in addition to Public Holidays.

START DATE : end May 2025 approx; with interviews to be held in early April.

MORE INFO: See our website www.nutley-war-memorial-hall.co.uk

CLOSING Date: Please submit your CV, and other relevant information, before the closing date for applications of 31st March 2025 by email to:

nwmcio@nutley-war-memorial-hall.co.uk